

NEWBALD PARISH COUNCIL

MINUTES OF THE MEETING OF NEWBALD PARISH COUNCIL HELD AT NEWBALD SCHOOL ON 13 JANUARY 2014 AT 7.30PM

Present: Councillors C. Waite (Chairman), G. Steward (Vice Chairman), J. Barrett, H. Fuller, J. Howard, E. Huntington, B. Smith, B. O'Sullivan, P. Weatherstone

In attendance: Suzanne Smith (Clerk to the Council)

1	PUBLIC FORUM None	
2	APOLOGIES FOR ABSENCE Cllr. Joshi – family commitments	
3	DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE CODE OF CONDUCT	
3.1	Declarations of Interest Cllr. O'Sullivan – Item 7 – non pecuniary	
3.2	Dispensations – None	
4	CO-OPTION OF NEW MEMBERS Given that there are now two potential candidates to join the Council, it was <i>Resolved:</i> to hold interviews on 3 February 2014, directly before the meeting.	
5	APPROVAL AND ADOPTION OF MINUTES <i>Resolved:</i> that the minutes of the Full Council Meeting held on 2 December 2013 are signed as a correct record. <i>Resolved:</i> that the minutes of the Finance & Compliance Meeting held on 9 December 2013 be signed as a correct record and adopted. <i>Resolved:</i> that the minutes of the Planning & Highways Committee held on 16 December 2013 be signed as a correct record and adopted.	

<p>6</p> <p>6.1</p> <p>6.2</p> <p>6.3</p> <p>6.3</p> <p>6.3</p>	<p>FINANCE</p> <p>Financial Report</p> <p>The Clerk provided Councillors with a bank reconciliation and details of spend against budget. See Appendix 1.</p> <p><i>Resolved:</i></p> <p>Approval of Payments</p> <p>The following payments were approved:</p> <table border="0" data-bbox="443 638 1161 840"> <tr> <td style="padding-right: 20px;">101835</td> <td style="padding-right: 20px;">HAPS – Grass Cutting Playing Field</td> <td style="text-align: right;">£65.00</td> </tr> <tr> <td>101836</td> <td>Clerk Salary</td> <td style="text-align: right;">£996.56</td> </tr> <tr> <td>101837</td> <td>Clerk Tax and National Insurance</td> <td style="text-align: right;">£189.60</td> </tr> <tr> <td>101838</td> <td>Clerk Expenses</td> <td style="text-align: right;">£122.90</td> </tr> <tr> <td>101839</td> <td>Yorkshire Wildlife Trust</td> <td style="text-align: right;">£448.80</td> </tr> </table> <p>Clerk to arrange payment.</p> <p><i>The Chair moved to item 20 on the agenda.</i></p> <p>Members talked to Cllr. Pollard about the proposed extension of Sancton Wind Farm, for which no formal planning application had yet been received. She said she would find out any more information that she could about it and asked to be kept informed of NPC's position.</p> <p>Cllr. Huntington informed Cllr. Pollard about a stretch of the road between Newbald and Hotham which was flooded and dirty.</p> <p><i>The Chair moved back to item 6-3 on the agenda.</i></p> <p>Budget and Precept 2014-15</p> <p><i>Resolved:</i> that the budget be approved as per the attached sheet. See Appendix 2. Newbald Parish Council will therefore raise a precept of £29,364.00 for the financial year 2014-15.</p>	101835	HAPS – Grass Cutting Playing Field	£65.00	101836	Clerk Salary	£996.56	101837	Clerk Tax and National Insurance	£189.60	101838	Clerk Expenses	£122.90	101839	Yorkshire Wildlife Trust	£448.80	<p>Clerk</p>
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<p>7</p>	<p>PLAYING FIELD VEHICULAR ACCESS ROUTE</p> <p>The Chairman informed Council that a meeting had been arranged for 23rd January with the owners of Hallgarth House to discuss the way forward.</p>																
<p>8</p>	<p>SANCTON WIND FARM</p> <p>Members discussed the proposed wind turbines at Sancton. It was noted that no planning documentation had yet been received. Various Members said that they intended to visit the forthcoming open day at Sancton Village Hall. The general feeling was that NPC would oppose this proposal.</p>																

9	<p>GOOD COUNCILLORS GUIDE</p> <p>Members considered whether to buy some paper copies of the Good Councillors Guide but decided that they could make do with the electronic version.</p>	
10	<p>BEVERLEY RURAL PC REPS MEETING</p> <p><i>Resolved:</i> that Cllr. Howard and Cllr. Huntington may attend the event.</p>	Clerk
11	<p>GRIT SPREADING DEVICE</p> <p>Members discussed whether it would be a good idea to buy a grit spreader for use in the winter months.</p> <p><i>Resolved:</i></p> <ul style="list-style-type: none"> i. that the Clerk contacts Nick Reed and finds out what his hourly rate would be to spread grit, if NPC supplied the grit and the spreader, and how long he feels it would take him to go round the village ii. that he is asked if he has any knowledge or advice on buying a spreader iii. that this matter is put on the agenda for the Finance & Compliance Committee. 	
12	<p>CEMETERY</p> <p>12.1 Extension</p> <p>Members discussed the possibility of extending the cemetery and agreed that an extension of approximately 15m would be appropriate.</p> <p><i>Resolved:</i> that the Clerk finds out what permissions would be required from ERYC to extend the cemetery, as well as any issues or implications that the Council needs to be aware of.</p> <p>12.2 Garden of Remembrance & Installation of Fence</p> <p>These items were deferred until after the above information had been found out.</p>	
13	<p>WAR MEMORIAL</p> <p><i>Resolved:</i> that all the items under this heading get referred to the Finance & Compliance Committee for a recommendation</p>	
14	<p>DOGS BARKING</p> <p>Members heard that a resident had complained that there are dogs barking day and night. He would like an article on the subject in the newsletter.</p> <p><i>Resolved:</i> that this subject is covered in the newsletter and that as part of it advice is given to people about how they can progress this matter with ERYC.</p>	Clerk

15	<p>EMERGENCY RESPONDERS</p> <p>Cllr. O’Sullivan said that a representative from the Ambulance Trust would like to come and talk to the Council about the options for a service similar to First Responders in the village.</p> <p><i>Resolved:</i> that they be invited to attend the Full Council meeting on Monday 3rd March 2014.</p>	
16	<p>MEETING FACILITIES FOR NPC</p> <p>In view of a late Council meeting caused by the lack of a suitable venue, Members discussed alternative venues.</p> <p><i>Resolved:</i> that Cllr. Weatherstone speaks to the Village Hall Committee to see what arrangement may be acceptable to them to enable the Parish Council to use the Hall for its meetings.</p>	
17	<p>STANDING ORDERS</p> <p>The Chairman said that the Finance & Compliance Committee had studied the new model standing orders and felt that they were appropriate for Newbald Parish Council to adopt.</p> <p><i>Resolved:</i> that the new Standing Orders should be adopted.</p>	
18	<p>COMMUNITY ASSETS</p> <p>Members discussed whether to apply for the two village pubs to be designated community assets. In the event of the owners wanting to sell either one, this would give a six month window of opportunity for members of the community to raise the cash to purchase it and save the building from change of use.</p> <p><i>Resolved:</i> that NPC makes the application.</p>	
19	<p>EMAIL FOR COUNCILLORS</p> <p>Members discussed whether they would like to receive emails from members of the public via the Newbald Parish Council domain.</p> <p><i>Resolved:</i> that Members are happy to be emailed by parishioners.</p>	
20	<p>ERYC COUNCILLORS - See Minute 6.3</p>	
21	<p>INFORMATION EXCHANGE</p> <p>Members questioned who had put the white posts up at the side of Eastgate and whether they were legal.</p> <p>Given the poor condition of The Mires, it was agreed to put this on the Planning and Highways Committee agenda.</p>	

Meeting finished at 9.10pm

Spend Against Budget Up To 13 January 2014

Key: Expenditure to date

Budget

Remaining

Admin	Cemetery	Grass Cutting	Allotments	Clock	Maintenance incl. winter	Street Lighting	Legal	Grants	Election Expenses	Contingency	Village Plan	Training	Churchyd
£3,229.22	£3,319.08	£4,837.53	£1,197.00	£170.00	£400.00	£1,522.97	£2,299.39	£649.97	£0.00	£22.16	£222.12	£15.00	£240.00
£5,100.00	£2,500.00	£4,698.12		£335.00	£3,000.00	£1,549.38	£2,500.00	£5,000.00	£1,500.00	£3,000.00	£1,900.00	£1,000.00	£1,000.00
£1,870.78	-£819.08	-£139.41	-£1,197.00	£165.00	£2,600.00	£26.41	£200.61	£4,350.03	£1,500.00	£2,977.84	£1,677.88	£985.00	£760.00

Bank Reconciliation

Opening Balance - Current Acct	£25,813.99	End March 2013	
Opening Balance - Savings Acct.	£3,561.72		
Total	£29,375.71		
Total Receipts	£32,816.06		
Total Payments	-£31,853.59		
Current Expected Total Balance	£30,338.18		
Add back cheques not yet issued but due to be:			
101835	£65.00	to be issued 13 January 2014	
101836	£996.56	to be issued 13 January 2014	
101837	£189.60	to be issued 13 January 2014	
101838	£122.90	to be issued 13 January 2014	
Add back cheques just received and not cashed			
Cemetery payment	-£71.00		
Cemetery payment	-£71.00		
Total Balance Should be	£31,570.24		
This total is made up by:			
Current Account Actual Balance	£28,006.61	31 December 2013	
Savings Account Actual Balance	£3,563.63	31 December 2013	
Total	£31,570.24		

	2013/14 Budget	2013/14 Probable Actual	2014/15 Budget	Budget Variances 2013-14	
Expenditure					
Village Maintenance	£2,000.00	£874.00	£2,000.00	£-1,126.00	Have removed Himalayan Balsam and done weed control. Also have removed dangerous branches following storm damage on the Mires. Other maintenance spend has been put under cemetery and churchyard. Allows £374 for further
Winter maintenance	£1,000.00	£400.00	£1,000.00	£-600.00	Assumes we will spend £400 on winter maintenance in 2013-14. This is the residue £400 from the grant 2.5 years ago. £1000 for 2014-15 will cover us in the event of a harsh winter. We already have grit in storage.
Cemetery	£2,500.00	£3,419.08	£6,000.00	£919.08	We have restored the brick building. Allows for further spend on Pest control in this financial year 2013-14 (£100) and £1500 to put up a new fence. Next years budget allows for Garden of remembrance and ground work for the extended cemetery and new fence. Is this enough?
Churchyard	£1,000.00	£240.00	£1,000.00	£-760.00	Assumes no more work in the Churchyard this year. Next year's budget allows for painting the cemetery fence and other eventualities
Clock	£335.00	£170.00	£200.00	£-165.00	During the financial year 2011-12 we received a £500 donation to be used specifically for the clock. The cost of two year's service has been taken off the total of £500 to leave £160 in the budget for next year. This has been topped up by £40 as it is not quite enough.
Grass Cutting	£4,386.00	£4,350.00	£4,437.00	£-36.00	Budget based on this year's actual with allowance for inflation
Playing Fields	£312.12	£325.02	£331.52	£12.90	Annual contribution towards the grass cutting for the Playing Fields with allowance for inflation
Clerk	£13,913.03	£14,229.91	£14,514.51	£316.88	Based on probable actual. Assumes that we stick with the same structure so Clerk's hours not reduced. Allows for small rise.
Administration	£5,100.00	£4,230.00	£4,414.60	£-870.00	Assumes that we will stay in budget for administration this year. Budget for 2014-15 is this years probable actual spend with allowance for inflationary rises and £100 extra for insurance cover
Training	£1,000.00	£50.00	£250.00	£-950.00	Only £15 has been spent on training so far. Assumes that either the Clerk or Councillors will attend training before March taking the total up to £50. Budget for next year is for training for Councillors and the Clerk
Street lighting	£1,549.38	£1,522.97	£1,553.43	£-26.41	Street lighting bill was received in November so estimated total spend is accurate.
Election Expenses	£1,500.00	£0.00	£1,500.00	£-1,500.00	Allows £1,500 in case an election is called in the year 2014-2015
Spring Lane/Legal Fees	£2,500.00	£2,299.39	£5,000.00	£-200.61	Does not allow for any more spend on legal fees this year. Should we?? Assumes we will spend £5000 on legal fees pursuing access to the Playing Field.
Grants/Donations	£5,000.00	£849.97	£500.00	£-4,150.03	We have donated £100 to the NPFA and £149 for Christmas Lights. We have also donated £400 to the Village Hall. Assumes we will make about £200 donation to the school for centenary. £500 budget for 2013-2014 allows for the wide range of possible applications - e.g. improving the Village Hall. Do we need to make it more?
Village Plan	£1,900.00	£1,274.67	£0.00	£-625.33	Assumes that we spend somewhat less of the budgeted amount on completing, printing and distributing the Village Plan.
Memorial Fund			£4,000.00	N/A	Allows for the creation of a Memorial on the Green
Contingency Fund	£3,000.00	£22.16	£3,000.00	£-2,977.84	Contingency fund is necessary. There are many possible extra expenses associated with the Spring Lane Inquiry or if an election is called
GROSS EXPENDITURE	£46,995.53	£34,257.17	£49,701.06		
Income					
Cemetery	£1,500.00	£1,000.00	£1,000.00		Assumes that there will be considerably more income received from cemetery. As at 11/11/13, income from cemetery was only £353
Interest	£1.00	£2.00	£2.00		
GROSS INCOME	£1,501.00	£1,002.00	£1,002.00		
Key					
NET EXPENDITURE	£45,494.53	£33,255.17	£48,699.06		Red figures = budget overspends in current year Purple figures = where proposed budget has gone up for 2014-2015 compared to 2013 -2014 Green text = explanations which relate to predicted spend/income in current year 2013-14 Blue text = relates to budgeted spend in 2014 - 2015
Estimated total net expenditure			£48,699.06		
Add for working balance			£1,500.00		
			£50,199.06		
Less expected balances in hand at 31 March 2014		£20,835.39			
					2013-2014 Precept combined with council tax support funding £29,647.80
					Band D for 2013-2014 £65.57
					Taxbase Band D for 2014-15 £439.37
					Band D for 2014-2015 £66.83
					2013-14 - % Rise in actual precept on last year 3.10%
					2013-14 - % Rise in Band D charge on last year 1.92%
Note Newbald will not receive any Council Tax Support Funding					Note: Council tax support funding in 2013-14 was £1,168.18
Don't forget we still have £3,563 in another savings account					Actual Precept 2013-14 was £28,479.62